

BOARD POLICY XX	
Adopted	November 28, 2000
Last Revised	
Review Date	

STUDENT REPRESENTATION ON THE BOARD

1) PURPOSE

Hastings and Prince Edward District School Board is committed to involving students in the educational decision-making process and supports student trustees as representatives of the interest of pupils within Hastings and Prince Edward District School Board (HPEDSB). HPEDSB recognizes the benefits which accrue when students are involved in the educational decision-making process.

HPEDSB expects that students who serve as student trustees shall bring perspectives to Board discussions; will develop as student leaders; will bring to the Board an increased awareness of issues of concern to students; will assist the Board in determining student issues and student opinion; and will foster effective communication between the board and students.

2) DEFINITION

- a) **Indigenous Student Trustee:** an individual who self-identifies as a member of Indigenous people.
- b) **Student Trustee:** means those students elected by their peers to represent their interests, in accordance with the Act.
- c) **Student Trustee Term of Office:** one year beginning August 1 through to July 31st of the following year.
- d) **Student Voice:** a student group consisting of up to three student representatives from each secondary school.

3) STUDENT TRUSTEE

- a) HPEDSB shall provide for the appointment of up to three student trustees to the Board. This representation shall be within the following parameters:
 - i) representation shall be in accordance with the Education Act and attendant regulations;
 - ii) representatives shall be students in Grade 11 or 12, enrolled in a secondary school within the jurisdiction of the board for the period of representation;
 - iii) one of the three representatives will be an Indigenous student;
 - iv) students must be sixteen years of age or older and entering or enrolled in Grade 11 or 12 as a full time student at a secondary school or an exceptional pupil in a special education program for whom the board has reduced the length of the instructions program on each school day under subsection 3(3) of Regulation 298 of the Revised Regulations of Ontario, 1990 (operation of Schools "General) made under the Act, so long as the pupil would be a full time pupil if the program had not been reduced;
 - v) student trustees serve for the term of August 1 through to July 31 the following year;
 - vi) student trustees shall occupy the position for a one-year term;
 - vii) a student trustee can submit an expression of interest for an additional one-year term providing they continue to meet all qualifying requirements. This provides guidance and mentorship to new incoming student trustees.

- viii) the Director of Education or designate shall ensure that student trustees receive and review regular copies of the public session of the Board and Board committee agenda packages in accordance with Board policy and procedures.

4) STUDENT TRUSTEE RESPONSIBILITIES

- a) Student trustees must be willing to commit the necessary time to attend meetings and perform duties and responsibilities as follows:
 - i) to regularly attend all Public Board meetings as per HPEDSB By-Laws;
 - ii) to be knowledgeable about and be willing to comply with the *Education Act*, Board policies and procedures;
 - iii) to respect the provisions in the Board's Trustee Code of Conduct and understand the consequences of becoming disqualified;
 - iv) to attend and participate in standing committees whenever possible;
 - v) to serve as the student liaison representatives to Student Voice;
 - vi) to consult with and to keep Student Voice informed about Board issues of interest and concern to students;
 - vii) to bring forward system views and represent the greater student body when participating in board discussions;
 - viii) to demonstrate confidentiality and discretion at all times;
 - ix) to undertake a mentoring role with the incoming Student Voice;
 - x) to participate fully in meetings of the Board or committees of the Board as granted by the *Education Act*;
 - xi) to notify the Director of Education or designate if attendance at a meeting is not possible.

5) ELECTION OF STUDENT TRUSTEES THROUGH STUDENT VOICE

- a) Student Voice will be established on a yearly basis with support from board staff.
- b) Student Trustees will co-chair the Student Voice during their term as Student Trustee.
- c) During the school year, the Student Voice shall assist the student trustees in determining student issues, gathering student opinion and communicating with students.
- d) Each secondary school will have representation of up to three students.
- e) A minimum of one of the three representatives will be an Indigenous student.
- f) School representatives for the Student Voice committee will be elected/selected by a method decided upon by each secondary school's student council and/or principal by April 1 of each year in preparation for the next school year.
- g) Current Student Trustees will support schools in the selection of Student Voice representatives.
- h) Current and Incoming Student Voice representatives will elect/select student trustees for vacant positions from the Student Voice membership on or by April 30 each year.
- i) Election results will be shared at the May regular meeting of the Board.

6) STUDENT TRUSTEE MENTOR/ADVISOR

- a) Student Trustees can access Board Trustees for mentorship throughout the year.
- b) Orientation for the newly-elected/appointed selected student trustees shall be provided by the Chair, Vice-chair of the Board and the Director of Education prior to the regular meeting of the Board in September.
- c) During their term, student trustees may request additional information or assistance, as required.
- d) A staff advisor will be appointed by the Director of Education to support student trustees and Student Voice.

7) VACANCIES

- a) In the event that one or more of the student trustees is not able to complete the term of the office, Student Voice will determine the suitable replacement(s) for the student trustee who is not able to complete their term of office.

- b) Student Trustees(s) selected to fill a vacancy will be brought forward for Board information and swearing in at the next regularly scheduled Board meeting.

8) REIMBURSEMENT OF EXPENSES:

- a) Student Trustees shall receive an honorarium of \$2,500.00 to be provided to the student trustees at the June meeting of the Board in the year in which they served.
- b) If a student trustee is unable to fulfill their full term, their honorarium would be prorated for the time they were a student trustee.
- c) Student Trustees and other members of the Student Voice will be reimbursed for their out-of-pocket expenses reasonably incurred in connection with carrying out their duties and responsibilities. Such reimbursement of expenses shall be in accordance with the same rules that govern the reimbursement of elected Board members' expenses.

9) COMMUNITY INVOLVEMENT HOURS AND COOPERATIVE EDUCATION CREDIT:

- a) Due to the time commitment inherent in the position as student trustee, the student trustees may submit a request to the principal prior to the commencement of their participation to be considered eligible to earn a Cooperative Education credit and/or have hours recognized toward the community involvement requirement of the Ontario Secondary School Diploma.
- b) Students wishing to pursue a Cooperative Education credit must notify their principal in advance of the start of the semester and be willing to complete the associated requirements for the credit.
- c) The principal, at their discretion, will determine such eligibility.

Legal References:

- *Education Act, section 55 Student Trustees*
- Ontario Regulation 7/07 Student Trustees

Board References:

- HPEDSB By-laws
- Board Policy - Governance
- Social Media Guidelines
- Governance Directive 7.1 - Board Members' Code of Conduct